

STATINTL

2 OCT 1973

MEMORANDUM FOR: Director of Logistics  
SUBJECT : Status of the Commercial Bus Study

Dear Frank:

1. I think our study has progressed to the point where we must now make some further decisions if we are going to continue to pursue the commercial bus route. The first, of course, is the decision whether or not to continue. At this point, we are not committed to the extent where we cannot withdraw if necessary; however having already eliminated the bus driver positions I suppose is tacit acceptance that we will contract for the service. To continue our efforts beyond the point where we are now will put us in a position from which we cannot easily return to our present Agency-controlled operation.

2. Assuming the decision is to continue, we must decide:

a. which option we are to pursue; that is, total commercial service, contract drivers, or contract drivers and maintenance of equipment;

b. do we want to continue servicing the triangle

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options and all routes. Cost of operation, depending on the option, appears to be within our original estimate of \$180,000. However, in reviewing the bids, it is apparent that we must now refine our information; i.e., option, routes, etc., and go out with an amended RFP before we have a true cost picture.

4. Once we make a decision to continue our work in this area, I would suggest we implement our schedule and route changes as soon as possible, utilizing our own equipment. I feel this would give us some pretty good experience in joint use, with DOD and State, if we go this route; employee reaction to service; and, generally, more experience with the system, which would aid us in making an orderly transition to commercial contract service when the time comes.

5. In summary, I would recommend we proceed as follows:

- a. Decide whether or not to continue.
- b. Decision on routes, use agreement, and scheduling.
- c. Formalize use agreement with State and DOD.
- d. Refinement of RFP.
- e. Decision on drivers.
- f. Implementation of schedules and routes using our own service.
- g. Awarding of contract.
- h. Transition to commercial contract service.

6. I would appreciate any other thoughts you have on the matter and, if we are to continue, your guidance on a time frame.

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SA-D/L

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